

Jesse Brown VA Medical Center

Clinical Psychology Internship Application Process

PLEASE NOTE THAT THESE GUIDELINES AND INSTRUCTIONS MAY CHANGE AT ANY TIME ACCORDING TO CHANGES IN VA OR APPIC POLICIES, NMS PROCEDURES, OR LOCALLY AVAILABLE RESOURCES. REFER BACK TO THE TRAINING PROGRAM WEBSITE HOSTED BY VA OR THE SITE'S PAGE IN THE APPIC DIRECTORY FOR THE MOST RECENT UPDATES.

Qualifications/Eligibility

ELIGIBILITY REQUIREMENTS FOR VA INTERNSHIP PROGRAMS

1. U.S. citizenship. VA is unable to consider applications from anyone who is not currently a U.S. citizen. Verification of citizenship is required following selection. All interns and fellows must complete a Certification of Citizenship in the United States prior to beginning VA training.
2. A male applicant born after 12/31/1959 must have registered for the draft by age 26 to be eligible for any U.S. government employment, including selection as a paid VA trainee. Male applicants must sign a pre-appointment Certification Statement for Selective Service Registration before they can be processed into a training program. Exceptions can be granted only by the US Office of Personnel Management; exceptions are very rarely granted.
3. Interns and fellows are subject to fingerprinting and background checks. Match result and selection decisions are contingent on passing these screens.
4. VA conducts drug screening exams on randomly selected personnel as well as new employees. Interns and fellows are not required to be tested prior to beginning work, but once on staff, they are subject to random selection for testing, as are other employees.

ADDITIONAL ELIGIBILITY CRITERIA FOR INTERNSHIP

An internship applicant also must meet these criteria to be considered for any VA Psychology Internship Program:

1. Be a doctoral student in good standing at an APA-accredited graduate program in clinical or counseling psychology. Persons with a doctorate in another area of psychology who meet the APA criteria for respecialization training in clinical or counseling psychology are also eligible.
2. Be approved for internship status by his or her graduate program training director.

Application Instructions

The application deadline is **November 3, 2014**. Jesse Brown VAMC is an APPIC member program and thus uses the AAPI Online service for internship applications. Please see <http://appic.org/> for information. Your AAPI Online must be received by the date listed above for your application to be considered. We will inform you by postcard or email if any supporting documents are missing.

Please DO NOT CALL to check on the status of your application. We will not know for at least a week after the deadline if your file is fully complete. It takes us a while to get all of the information collated and organized.

Ask for letters of reference and order transcripts well before the above deadline to ensure prompt arrival.

Please have all materials sent via the AAPI Online service to Dr. Kenneth Andrew Lehman, Jesse Brown VA Medical Center. If there is any confusion about what to send to our site via this system, simply follow the suggested APPIC guidelines. If you have specific questions about the online system as it applies to our setting, feel free to email Dr. Lehman at kenneth.lehman@va.gov.

Below are the match codes that will be used during the 2015-2016 match year process. Please ensure that these codes are used during the National Matching Services ranking procedure to ensure that you are ranking the correct program. **Additionally, when submitting your AAPI Online, please ensure that you indicate for which track(s) you would like your application considered, both in the AAPI's track designation and within the cover letter. Applications will not be considered for any track not so designated.**

126811 - GENERAL INTERNSHIP
126812 – NEUROPSYCHOLOGY
126813 - HEALTH PSYCHOLOGY
126814 - CROWN POINT

Selection Procedures

Each application is reviewed by at least two psychologist involved in our training program. All applications are reviewed by at least one individual associated with the track for which the applicant is applying. Efforts are made for General Track applicants to be reviewed by staff with similar interests to the applicant. All of the application material is considered important by the reviewers, who have the sole responsibility for selecting who is interviewed. Applicants who are offered interviews will be called or emailed by December 15, 2014. Please do not call to check on your interview status.

All VA psychology internship programs are members of (or are in the process of applying for membership in) the Association of Postdoctoral and Internship Centers (APPIC) and agree to follow APPIC and the National Matching Service's policies and procedures regarding internship selection and the match process. No person at VA internship programs will solicit, accept, or use any ranking-related information from any intern applicant.

All applicants must submit the APPIC Application for Psychology Internship (AAPI) as per APPIC procedures, as well as graduate transcripts and letters of recommendation. Some VA sites may require supplemental information as well, such as cover letters, CVs, additional forms, or work samples. Please check the website of the individual programs to be sure that you complete and send all relevant information. Clinical work samples must be de-identified of client or patient identifying information.

Nondiscrimination Policy

The Jesse Brown VA Medical Center Psychology Internship abides by APPIC policy on nondiscrimination: "training agencies have practices which are nondiscriminatory in regard to race/ethnic background, gender, age, sexual orientation, lifestyle, and disabilities." We also adhere to Federal Executive Order 13160, "Nondiscrimination on the Basis of Race, Sex, Color, National Origin, Disability, Religion, Age, Sexual Orientation, and Status as a Parent in Federally Conducted Education and Training Programs." The Department of Veterans Affairs is an Equal Opportunity Employer; all of our training programs are committed to ensuring a range of diversity among our training classes.

Application Checklist

- AAPI Online for Psychology Internship available through www.appic.org. Please complete the application in full, even though your vita may furnish some of the information.
- Your Curriculum Vita—via the AAPI Online service
- Graduate Transcripts—via the AAPI Online service
Official copies of graduate transcripts from all institutions attended for at least 2 semesters
- Letters of reference— via the AAPI Online service
Three letters of reference are required. At least two of these letters must be from clinical supervisors. The other letter may be from a clinical supervisor or a faculty member of your graduate program.
- De-identified neuropsychology sample report (optional but encouraged)—via the AAPI Online service, for Neuropsychology specialty track applicants only

Characteristics of a Good Match

Applicants often ask what the characteristics of a good match are with our site. In addition to the typical factors evaluated by most sites (graduate grades, honors, letters of recommendation, etc.) there are some characteristics of a good match to Jesse Brown VA. Please note that these characteristics are not uniformly to be considered “requirements,” but are merely guidelines designed for helping potential applicants determine if they might find our program to be a good fit for their experiences and qualifications.

- Three or more practica or other clinical experiences, at least one of the practica being in psychological testing, or the applicant should have significant testing or interviewing experiences in 2 or more practica
- Over 1500 practicum hours
- Dissertation is proposed, with a reasonable plan in place for completing data collection by late August of the internship year
- Most of clinical experience is with adults
- Demonstrated interest (obvious through the applicant’s clinical and/or research experience) in at least one major clinical training area available at JBVAMC
- Clinical and/or research experience in working with disadvantaged populations
- Clinical and/or research experience with ethnically diverse populations
- Clinical experience and coursework appropriate for the track of interest
- Adequate experience in administration of MMPI2, MCMI-III and WAIS-III or IV
- Adequate experience in writing psychological testing reports, preferably with at least 10 integrated adult reports for General Track applicants

Program Point of Contact

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